Deployment Prescription Program (DPP)

Overview for the Pre-Deployment Site
January 2014

DHA Pharmacy Analytics Support Section (PASS)

- Primary point of contact for all questions about the Deployment Prescription Program (DPP)
- PASS's DPP Team serves as a liaison between the MTF, the service member (SM) and the TRICARE mail order pharmacy (Express Scripts / ESI) to ensure processing of deployment prescriptions

Prior To Deployment

1. The MTF uses a P-MART to pre-screen for medication needs
2. MTF/Deployment Site provide briefing information to SM's on deployment RX process
3. Providers prescribe medications for deploying service members using Deployment Prescription Program RX form
4. The MTF dispenses an initial 180-day supply of medications to treat chronic conditions
5. The MTF should provide full course of anti-malarial medications for entire deployment

Prescription Medication Analysis & Reporting Tool (P-MART)

- Pre-deployment medication screening tool
- Reports high risk medications and non-deployable service members
- http://pec.ha.osd.mil/PMAR

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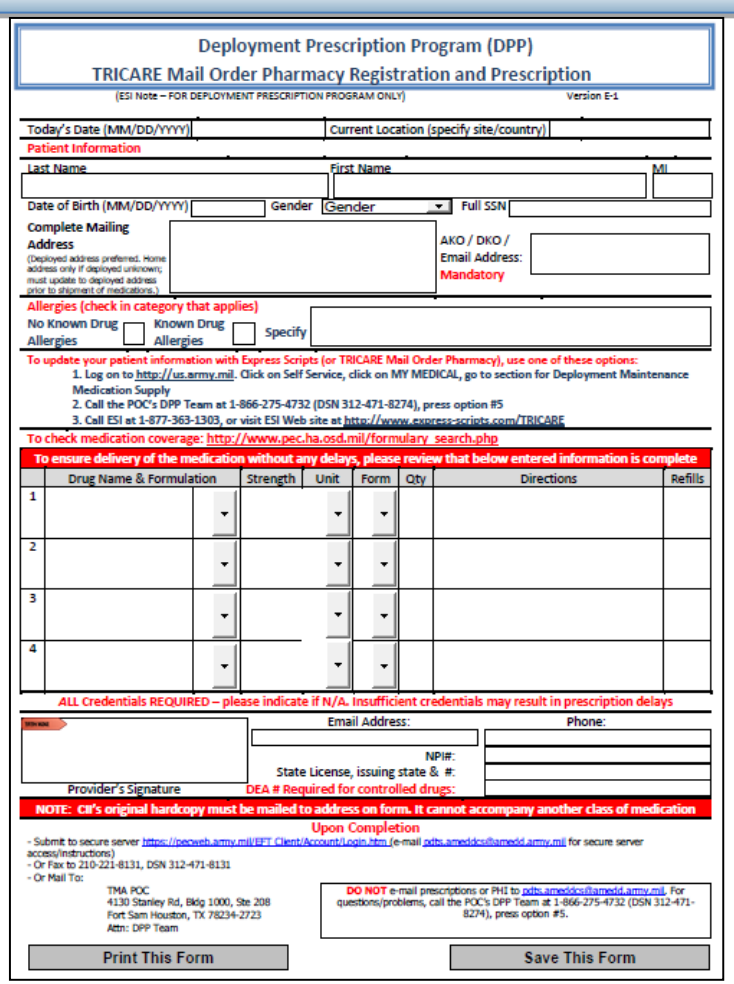
Pre-Deployment Site's Responsibilities

- Dispense 1st 180-day supply of chronic meds
  - Quantities less than 180-day supply will disrupt DPP process and may cause interruption in therapy
- Complete DPP RX form
  - Provider Signature (digital signatures are accepted for non-controlled meds only)
- Provide MOP reminder card contact information
- Assist SMs with DPP RX form to enroll in mail order
  - Valid email address for SM – email reminders from ESI will be sent to email address provided here
- Send all completed DPP RX forms to PASS at end of day – failure to submit in a timely manner will result in prescription delays!
- Contact PASS for assistance with mail



Deployment Prescription Program (DPP)
TRICARE Mail Order Pharmacy Registration and Prescription
(ESI Note – FOR DEPLOYMENT PRESCRIPTION PROGRAM ONLY) Version E-1

Today's Date (MM/DD/YYYY) | Current Location (specify site/country)

Patient Information

Last Name | First Name | MI

Date of Birth (MM/DD/YYYY) | Gender | Full SSN

Complete Mailing Address
(Deployed address preferred. Home address only if deployed unknown; must update to deployed address prior to shipment of medications.)

AKO / DKO / Email Address: Mandatory

Allergies (check in category that applies)
No Known Drug Allergies | Known Drug Allergies | Specify

To update your patient information with Express Scripts (or TRICARE Mail Order Pharmacy), use one of these options:
1. Log on to http://us.army.mil. Click on Self Service, click on MY MEDICAL, go to section for Deployment Maintenance Medication Supply
2. Call the POC's DPP Team at 1-866-275-4732 (DSN 312-471-8274), press option #5
3. Call ESI at 1-877-363-1303, or visit ESI Web site at http://www.express-scripts.com/TRICARE

To check medication coverage: http://www.pec.ha.osd.mil/formulary_search.php

To ensure delivery of the medication without any delays, please review that below entered information is complete

	Drug Name & Formulation	Strength	Unit	Form	Qty	Directions	Refills
1							
2							
3							
4							

ALL Credentials REQUIRED – please indicate if N/A. Insufficient credentials may result in prescription delays

Provider's Signature | Email Address: | Phone: | NPI#: | State License, issuing state & #: | DEA # Required for controlled drugs:

NOTE: CII's original hardcopy must be mailed to address on form. It cannot accompany another class of medication

Upon Completion
- Submit to secure server https://pecweb.army.mil/EFT Client/Account/Login.htm (e-mail pdts.ameddcs@amedd.army.mil for secure server access/instructions)
- Or Fax to 210-221-8131, DSN 312-471-8131
- Or Mail To:

TMA POC
4130 Stanley Rd, Bldg 1000, Ste 208
Fort Sam Houston, TX 78234-2723
Attn: DPP Team

DO NOT e-mail prescriptions or PHI to pdts.ameddcs@amedd.army.mil. For questions/problems, call the POC's DPP Team at 1-866-275-4732 (DSN 312-471-8274), press option #5.

Print This Form | Save This Form

RX Stages

1. The MTF sends the DPP RX form to the PASS for processing
2. ESI sends an e-mail to the SM two months into deployment asking them to update their online registration with their current mailing address (APO/FPO)
3. ESI sends an e-mail to the SM four months into deployment reminding the SM to order the medication.
4. ESI will send the RX to the address the SM has provided when ordering the medication
   - Only requested medications will be filled. Medications are NOT automatically sent out.
   - If the SM does not update their address, the medication will be mailed to the address provided on DPP RX form during pre-deployment.

NOTE: If MTF does not submit DPP RX forms to the PASS in a timely manner, the SM will NOT receive reminder e-mails from ESI

Submitting RX to PASS

- The pre-deployment site should establish key personnel to act as main points-of-contact to communicate with the PASS regarding all DPP matters, such as:
  - Submitting prescriptions to PASS
  - Coordinating with site providers to correct returned prescriptions
- Prescriptions can be submitted via:
  - Scan/upload to DPP secure server (*PREFERRED*)
  - Fax to 210-221-8131 / DSN 312-471-8131
    - Cover sheet must indicate fax origin, # of pages and site/sender contact info
  - Postal mail (required for CII prescriptions):

Department of Defense
DHA PASS, attn: DPP Team
4130 Stanley Rd, Ste 208
JBSA Ft Sam Houston, TX 78234
OFFICIAL BUSINESS

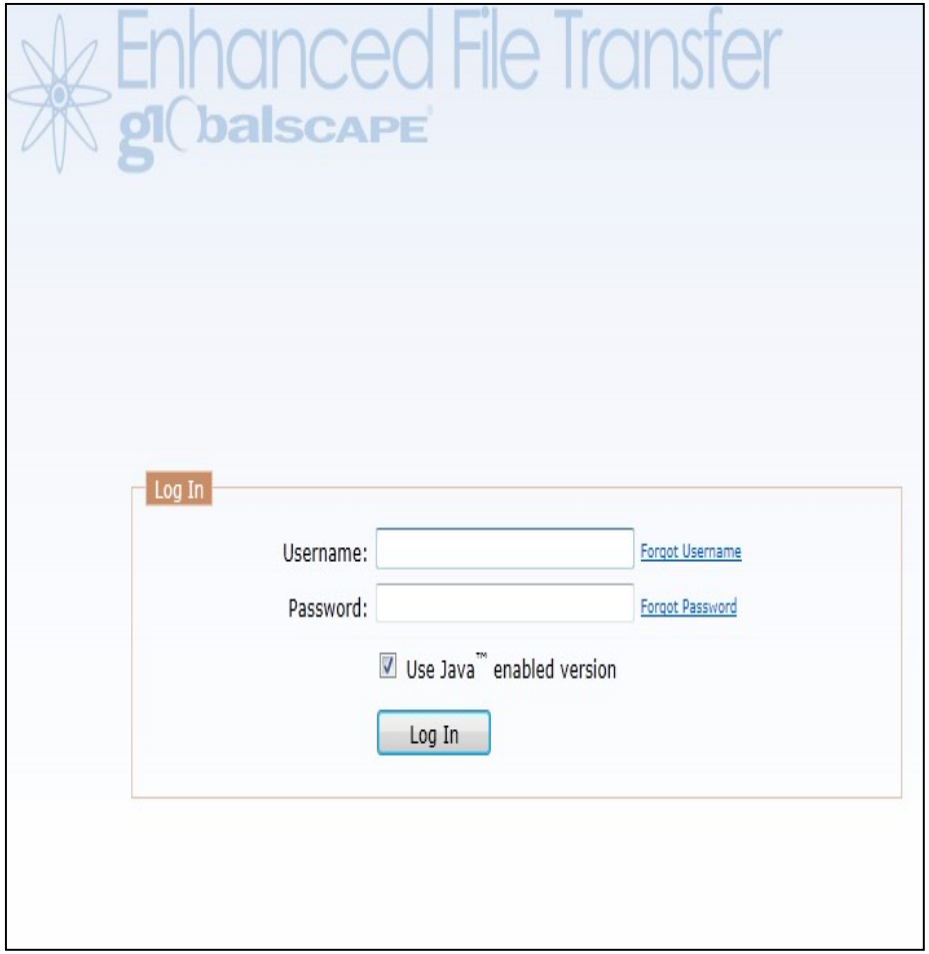
Requesting DPP Secure Server Access

- It is recommended that access be limited to established points-of-contact to minimize confusion and miscommunication
- Contact the PASS via e-mail @ usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil to request access to the DPP secure server for prescription upload.
- E-mail must include requestor's name, rank, military e-mail address, their clinical status (MD, PA, NP, pharmacist, etc.), and site name.
- Access account is for the individual's use only and should not be shared. Additional access accounts should be requested for alternate personnel

Server Upload Instructions

- Save the completed document to your computer. It is suggested that the file be named with the site's name.
  - Forms with hand-written signature must be printed and scanned into a new image file before saving
  - Multiple forms may be scanned into a single file for uploading as batches
- Access the PEC FTP secure server at:

  https://pecweb.army.mil
- Upload file into the site's folder
  - Files cannot be opened or removed once uploaded. If you identify an error, please resubmit and notify the PASS.
- After upload has been completed, an e-mail may be sent to the PASS



Receiving Medication Refills While Deployed

Defense Health Agency

DEFENSE HEALTH AGENCY

TRICARE

Reminders to Ensure You Receive Your Deployment Meds

1. Update APO/FPO address & email address online http://www.express-scripts.com/TRICARE.
2. If email from ESI is not received 60 days after arriving in theater, contact DHA PASS 5am-5pm (CST) Mon-Fri @ DSN 312-471-8274, 1-866-275-4732 or 210-221-8274 (press menu option 5)
3. For assistance, contact the DHA PASS by phone, e-mail usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil or mail Department of Defense, DHA PASS, attn: DPP Team, 4130 Stanley Rd, Ste 208, JBSA Ft Sam Houston, TX 78234, OFFICIAL BUSINESS

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CENTCOM Surgeon Policy on Psychotropic Medications

- Deploying SMs (and other TRICARE-eligible contractors and civilians) will receive up to 180 day supply of psychotropic medications at the pre-deployment processing center
  - Exception is for CII stimulants - 90 day MAX
- The pre-deployment processing center is responsible for telling deploying SMs to see a provider in theater for follow-up care and new prescriptions to ensure close monitoring.
  - If determined that SM is stable on a psychotropic medication, the theater provider may send a new prescription to the PASS
- Mail order prescriptions for psychotropic medications will not be accepted from pre-deployment sites
  - If prescriptions are being written for non-deployable medications, providers must write the indication on the DPP RX form or provide proof of waiver

    (Reference PPG TAB A, paragraph 7.I)

Special Mail Order Situations

- DoD contractors and civil service employees are NOT eligible to use TRICARE mail order pharmacy
- TRICARE-eligible beneficiaries (retirees, spouses) working as deployed contractors or civil service employees
  - are eligible to use TRICARE mail order pharmacy
    - EXCEPTION: If member has other health insurance, TRICARE is considered secondary and member must utilize their other pharmacy benefits
  - *responsible* for any applicable co-pays
  - limited to 90-day supply only
  - Spouses must provide Sponsor SSN, not their own
- Transitional Assistance Management Program (TAMP) members
  - are eligible to use TRICARE mail order pharmacy
  - *responsible* for any applicable co-pays
  - limited to 90-day supply only
  - If orders have been extended, update record with DEERS to reflect active status to be eligible for 180-day supply

Schedule II Controlled Medications

- Schedule II controlled substances (ex. Concerta ®) *require* a hardcopy paper prescription with provider's original "wet" signature and a valid personal DEA #
  - Photocopied, scanned, faxed or digitally signed Schedule II prescriptions will NOT be accepted
- Max 90-day supply of Schedule II RXs may be authorized at one time with no refills
- If errors are identified, a NEW prescription may be required
- DPP RX form is sufficient – not necessary to submit DD1289 as well
- Schedule II RXs must be mailed to the PASS:

Department of Defense
DHA PASS, attn: DPP Team
4130 Stanley Rd, Ste 208
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Mail Order Prescription Limitations

- Controlled medications – must have provider's hand-written signature; digital signature not accepted
- Medications that require refrigerated packaging *will not be* shipped to overseas locations
- Psychotropic medications – must see provider in theater for all follow-up/prescription renewals
- OTC medications *are not part of the TRICARE pharmacy benefit* through Mail Order (exception of Prilosec, Claritin, Claritin-D, Zyrtec and Zyrtec-D)
  - Allegra is considered OTC and is not available through MOP
- Smoking cessation medications are now covered by the TRICARE pharmacy benefit
  - Chantix is considered a non-deployable medication and proof of waiver is required

Reasons for Possible Delays

- Missing provider signature, or digital signature provided on controlled med RX
- CII RX submitted electronically (fax, scan/upload)
- Missing/incomplete/invalid RX date (post-dated RX not accepted)
- Missing/illegible/invalid drug name, strength or form
- Missing Quantity on RX
- Directions need clarification
  - incomplete
  - dosage form conflict (i.e. medication is a patch but directions written ‘one po qd’)
  - “use as directed” not acceptable – must specify quantity per dose, dosing frequency
- SM showing as ineligible for TRICARE coverage – may need to update orders with DEERS
- Patient is not TRICARE-eligible (e.g., civilian/contractor w/o DoD retirement benefits)
- Medications are OTC / excluded from TRICARE pharmacy benefit
- Medications are temperature-sensitive

❖ Prescriptions requiring correction will be returned to the pre-deployment site.

Contact Information

Email:
usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil

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Toll-free 1-866-275-4732
DSN 312-471-8274
Commercial 210-221-8274
(press menu option 5)